

Executive Registry

~~CONFIDENTIAL~~

4 November 1953

MEMORANDUM FOR: The Acting Deputy Director (Administration)

SUBJECT: Coordination and Authentication of Regulatory Issuances

REFERENCES: a. Memo dtd 31 August 1953 to the Executive Officer, DD/A; Subject: "Coordination and Authentication of Agency Regulatory Material", from [REDACTED] 25X1A

Memo dtd 2 September 1953 to the Chief, Regulations Control Staff; Subject: "Coordination and Authentication of Agency Regulatory Material", from Executive Officer, DD/A.

|  |         |
|--|---------|
| Document No. _____                           | 009     |
| No Change In Class. <input type="checkbox"/> |         |
| <input type="checkbox"/> Declassified        |         |
| Class. Changed To: TS S <b>(C)</b>           |         |
| Auth.: HR 70-2                               |         |
| Date: 30 NOV 1978                            | By: 611 |

25X1A 1. A new problem has arisen with the publication of [REDACTED] 25X1A

[REDACTED] In view of the fact that there are now two authenticating officials, it is perfectly possible that a [REDACTED] 25X1A will be prepared, coordinated, and authenticated by the Deputy Director (Plans) which the Deputy Director (Administration) has never seen and with which he is in disagreement.

2. This is possible under present procedures because the Deputy Director (Administration) does not formally concur with proposed issuances during the normal coordination process. Instead, he has relied upon this staff, his functional administrative components, and his immediate staff to call to his attention any policy questions which arise. In this connection, as indicated in the above references (copies of which are attached), an information copy of each draft issuance is sent to the DD/A office for his staff review at the time the normal concurrence process is taking place.

25X1A 3. To solve this problem, it appears to be highly desirable to secure formal DD/A concurrence [REDACTED] prior to submission to the Deputy Director (Plans) for authentication. This can be done in either of the following two methods:

25X1A a. The Deputy Director (Administration) could officially concur with a proposed [REDACTED] after review by his immediate staff, during the normal coordination process with the qualification that such concurrence is subject to complete concurrence by all of his administrative components; or

25X1A b. After securing the concurrences of all administrative components, the Regulations Control Staff can submit the final draft of [REDACTED] to the Deputy Director (Administration) for his formal concurrence with advice that all DD/A component concurrences have been secured. Only after the Deputy Director (Administration) has formally concurred would we transmit the [REDACTED] to the Deputy Director (Plans) for authentication. 25X1A

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25X1A 4. Either of these methods will protect the Deputy Director (Administration) from an inadvertent fait d'accompli in the form of published [REDACTED] with which he personally is in disagreement.

5. Please furnish your decision in this matter.

[REDACTED]  
Special Assistant to the  
Deputy Director (Admin.)

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Enclosures - 2  
Copies of references a and b

SA/DDA:KDE:mes (4 November 1953)

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| <div style="display: flex; justify-content: space-between; font-weight: bold;"> <span>UNCLASSIFIED</span> <span>RESTRICTED</span> <span>CONFIDENTIAL</span> <span><u>SECRET</u></span> </div> <div style="text-align: center; font-size: small; margin-top: 5px;">(SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)</div>   |                     |            |          |
|--|---------------------|------------|----------|
| <b>CENTRAL INTELLIGENCE AGENCY<br/>OFFICIAL ROUTING SLIP</b>   |                     |            |          |
| TO   |                     | INITIALS   | DATE     |
| 1  | SA/DDA - [REDACTED] |            |          |
| 2  |                     |            |          |
| 3  |                     |            |          |
| 4  |                     |            |          |
| 5  |                     |            |          |
| FROM   |                     | INITIALS   | DATE     |
| 1  | A-DD/A              | [REDACTED] | 12/18/53 |
| 2  |                     |            |          |
| 3  |                     |            |          |
| <div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> APPROVAL</div> <div style="width: 33%;"><input type="checkbox"/> INFORMATION</div> <div style="width: 33%;"><input type="checkbox"/> SIGNATURE</div> <div style="width: 33%;"><input type="checkbox"/> ACTION</div> <div style="width: 33%;"><input type="checkbox"/> DIRECT REPLY</div> <div style="width: 33%;"><input type="checkbox"/> RETURN</div> <div style="width: 33%;"><input type="checkbox"/> COMMENT</div> <div style="width: 33%;"><input type="checkbox"/> PREPARATION OF REPLY</div> <div style="width: 33%;"><input type="checkbox"/> DISPATCH</div> <div style="width: 33%;"><input type="checkbox"/> CONCURRENCE</div> <div style="width: 33%;"><input type="checkbox"/> RECOMMENDATION</div> <div style="width: 33%;"><input type="checkbox"/> FILE</div> </div> <p style="margin-top: 10px;"><b>REMARKS:</b> The DDCI has OKed in principle. To be rewritten in accordance with various suggestions in the other concurrences.</p> <p style="text-align: center; margin-top: 10px;">LRHouston</p> |                     |            |          |
| <div style="display: flex; justify-content: space-between; font-weight: bold;"> <span><u>SECRET</u></span> <span>CONFIDENTIAL</span> <span>RESTRICTED</span> <span>UNCLASSIFIED</span> </div>  |                     |            |          |

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FORM 30-4  
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MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Missing 2 Encl